

St. Alban's Episcopal Church
Minutes of Vestry Meeting, As Approved
Wednesday, January 20, 2021

Officers Present: Geoffrey Hoare (Rector), Ken Patterson (Senior Warden), Trevor (Ted) Swett (Junior Warden), Hollis McLoughlin (Treasurer) and Carol A. Aschenbrener (Secretary).

Members Present: Carol A. Aschenbrener, Paul Brewster, Walker Carter, Leo Coco, Rachel Colson, Glenn Davis, Lisa Garnett, Megan King, Barbara Manard, Josepha Musabyemariya Nelson, Karina Rodriguez, Dudley Winthrop. **Youth representatives:** Annie McLean, Ruthie Rhodes.

Staff Members Present: Jim Quigley, Emily Griffin and Yoimel González Hernández (Associate Rectors), Doug Dykstra (Director of Finance).

Others Present: Robin Rudd (WSA), Heather Sondel (Diocesan Delegate)

Call to Order: Rector Geoffrey Hoare called the meeting to order via Zoom conference call at approximately 6:35 PM and led the vestry in prayer.

Opening Meditation: Senior Warden Ken Patterson reflected that our political life can bring an opportunity for spiritual practice. He noted that the “glorious day” of Inauguration with its call to unity moved him to consider his own responses to Jesus’ call to love our neighbors as ourselves. He intends to live unity more in his own life and is committed to trying to understand how others come to perspectives different from his own.

Approval of Minutes of Regular Meeting: Upon motion seconded, the Vestry approved the minutes of its regularly scheduled meeting held on December 16, 2020.

[Vestry Action 2021.1-1]

Treasurer’s Report: Treasurer Hollis McLoughlin summarized calendar year 2020 as a strong year financially thanks to the generosity of parishioners, the hard work of clergy, Doug Dykstra and other parish staff. With the help of a December surge, pledge income came in at \$1,334,062 for 2020, just 2% below budget. General gifts to the church (Parish Support) were \$46,000 over budget, somewhat offsetting reductions in other contributions. The overall income shortfall for the year was 9.2% under budget (\$161,689). With the closure of all facilities since mid-March and the diligent attention to expenditures by staff, total spending for the year was 8.8% below budget. Overall, the church ended the year with accumulated gifts of \$70,830 which can be carried over to help cover the anticipated shortfall in 2021. The other positive news is that the endowment continued to benefit from strong financial markets, ending the year with an 11% increase.

He commended Rachel Colson and Lisa Garnett for leading the 2021 Pledge campaign under difficult circumstances. Despite their efforts, the 2021 pledging is down \$130,000 as parishioners were negatively affected by difficult economic conditions. He concluded by noting that there are a number of uncertainties about 2021 with respect to income, operating expenditures, and the significant capital expenditures needed to reopen the church safely. Work is underway on a draft budget for 2021 and he outlined options for addressing an expected deficit. Hollis referred vestry members to his written report for additional detail.

Upon motion seconded, the Treasurer's Report was adopted.

[Vestry Action 2021.1-2]

Rector's Report: Rector Geoffrey Hoare made brief comments on the financial condition of the church, noting that we continue to meet our mission commitment, despite the challenges and uncertainties. He and the vestry executive committee are considering whether to apply for the next round of federal Paycheck Protection Program (PPP), the details of which were not known at the time of the meeting. He expects to present a 2021 budget to the vestry at the February meeting.

Senior Warden's Report: Senior Warden Ken Patterson updated the vestry on plans for a capital campaign to raise funds for major improvements needed to reopen the buildings safely. Even though the campaign has not been formally launched, the church has received over \$600,000 in payments and pledges from 15 households. He reminded the vestry about the voting process for the annual meeting, noting that an email for access information would be sent shortly after midnight on January 24 to the 599 parishioners eligible to vote. He commended Charles Porter for his diligent attention to preparations for the annual meeting.

Farewell Thoughts from Retiring Members: Retiring vestry members Leo Coco, Walker Carter, and Glenn Davis and outgoing diocesan delegate Heather Sondel shared brief reflections on highlights of their service, with many expressions of appreciation to others. Glenn Davis commended the vestry for its order and efficiency and suggested that it could enhance its deliberative function if reports could be gathered into one document several days in advance of each meeting.

Other Reports: Written reports were received from several others. Junior Warden Ted Swett provided a detailed update on the various capital projects essential to safe re-opening of the church buildings. He noted that the contractor for the kitchen range hood stuck to his previously quoted price of \$117,830 even though he was not bound to that price past November. The engineering report on the HVAC system is expected soon and the next step will be to commission drawings and specifications needed to elicit competing bids on a consistent basis.

Associate Rector Emily Griffin reported on the continued vitality of Children's Formation: 97 households participated in the Christmas pageant, lessons on saints of the Church and others who inspire us to faith and courage were added to the curriculum for Grades 3-6, and she is preparing packets for families with suggestions for observing Lent at home.

Associate Rector Jim Quigley thanked Ann Nix for her faithful leadership of St. Alban's Stephen Ministry and announced that Carol Aschenbrener and Claire Buchan Parker are taking the necessary training to serve as Stephen Ministry co-leaders. He noted that two new Sacred Ground groups would be starting in February and drew attention to the upcoming four-part series of evening speakers under the banner *St. Alban's Engages in Becoming Beloved Community: Grappling with Racial Injustice*.

After closing prayers, the vestry went into executive session at 7:41 PM.

The meeting was adjourned at 8:00 PM.

Respectfully submitted,

Carol A. Aschenbrener
Secretary